Ind-162-52-1-2
Itc. 275-28-1-4
Itc. 85-50-1-4
Itc. 85-50-5-6
Itc. 393-45-1-2
Itc. 28-40-1-2
Itc. 207-33-1-7
Itc. 401-42-2-3
Itc. 84-40-1-2

App. F. IX—4
Previous References.

Later References.

1956
(Ind.)

File No. 188-54
Serial Nos. 1-7

MYSORE GOVERNMENT SECRETARIAT

Serial Nos. Seven only — Rs. 42.

Part B for December 1956.

SUBJECT

Delegation of powers to the Addl. Director of Ind. to write off shortages in stock taking noticed in all the industrial Schools upto 2 per cent.

G. O. No. I. 4460-8.

WD 05150—GPB—35,000—18-10-56

D. 25.10.56

The Addl. Dir. of Ind.
The A. G. through F. D.
The Secy to Govt. P. W. D. & Elect. Depts.

Orders the — and accords sanction to effect certain improvements to the Indl. School Channapatna at an estimated cost of Rs. 9,500/-.

V. Sanjeeva Rao
16/12/57

M. G. S. APP. F. III—1]

4279/9

MYSORE GOVERNMENT SECRETARIAT.

( )

NOTES.

File No.

FILE HEADING.

Stock taking (Finished articles) of Industrial School Channapatna for 1951-52

FROM

The Additional Director of Ite

No. D 6 (13)-24/51-52 Dated 4/6th Jan 55 Received

Diary No. 4279 | Enclos. | Spare copies | Serial No.

BRIEF ABSTRACT OF LETTER

Requesting orders for his proposals Stated in Para 9 of the P. W. D

NOTES AND ORDERS.

D. The Additional Dir of Ite States that the annual Stock Varification of finished articles kept in Show room attached to the Govt Industrial School Channapatna, for the Year 1951-52, was Conducted by the then Superintendent, Industrial School, Chickaballapur, during April 1952. According to the Varification a net Shortage of Rs. 635-13-5 was found which was heavy and an explanations from the Superintendent and the Discharge clerk of the Show room were called for. In the circumstances explained

NOTES—First Sheet

WD 04864—GPB—20,000—22-1-54

the Director recommends that the net Shortage of Rs 635-13-5 may be written off, of the accounts ~~Govt vide G.O.No. I 69-70/Rev 162-52-2 dated 8-4-1953 and G.O.No.~~

2) As the Clerk was in charge of the Store room during the years 1949-50 & 1950-51 & as he was responsible for the net shortages Govt have ordered in their order No. I 69-70/Rev 162-52-2 (Flag C) dated 8-4-1953 for the recovery of Rs 208-5-0 for the year 1949-50 and G.O.No. I 3288-9/Rev 147-52-2 dated 6/11/1953 (Flag B) for the recovery of Rs 134-3-6 for the year 1950-51, from his pay at the rate of Rs 5/- p.m. regularly. The Addl Dir. of Ins recommends to waive the further recoveries which are being effected from his pay of the clerk towards assessment made in G.O.'s dated 8-4-1953 and 6/11/1953 after taking into account the representations of the official and his pay of Rs 44/- in grade 40-2-50-3-80.

3) Further he points out the powers delegated to him for Write off of losses disclosed in annual Stock taking viz Rs 250 or 1% of Sales which ever is less during the year was fixed in G.O.No. D 4277-78/Rev 84-30-2 dated 24-10-30. Subsequently Govt have empowered the Dir of Ins in G.O.No. 6042-3/Rev 85-50-6 dated 6-12-50 (Flag X) to Write off Shortages of 2% of value of Stocks

General and Revenue Secretariat

Stock taking of the Dept. Scheme, Change of

File No. of 19

[App. F. III-2

WD 015452—GPB—PZS—40,000—1-10-51

Serial No.

Arts and crafts..

4419/I

during the year in case of ~~Arts and Crafts~~ Depot, Bangalore. Therefore the Addl. Dir of Ord requests to empower him to write off shortages noticed in Stock taking upto 2% of the Stocks handled uniformly as in the case of Arts and Crafts Depot, Bangalore.

4) The proposals of the Additional Director of Ord is for orders in consultation with the F.D. 5) please put up with the connections referred to in the P.V.D.

dt 17/1/55

17/1/55.

6) The previous collections are put up

7) The recommendations of the Addl. Director are summed up in para 9 of the notes - Put up for orders.

dt 20/1/55

21/1/55

8) F.D. may be consulted in regard to all the three proposals.

Dy. Secy 22/1

9) For favour of remarks.

A. Secy

Secy 24/1

FINANCIAL SECRETARY GOVERNMENT OF MYSORE 8 FEB 1955 No. 1296

Note—Contn. Sheet.

Stock taking of the industrial

File No. Sch 057, Chamrajpatna: pt 2 1951-52.

General and Revenue Secretariat

Serial No.

4279/I.S 5057.

12965/2

10) The Supt in charge of the School stands have taken steps earlier for safeguarding interests of Govt property. In the circumstances explained the loss cannot entirely be attributed to the clerk. The amount may perhaps be waived. The sureties offered as cadres for previous years may stand.

Hy) [illegible]

Dew. Secy, 11) [illegible]

Letter no. D6 (B) 24/51-55 17/2 dated 12th Feb. 1955 from the Additional Dir. of Ind. requesting in the matter

12) Submitted for orders.

Fwd 18/2/55.

18/2

13) The write off the net shortages of Rs. 635-13-5 in the Chamrajpatna Industrial School, has been agreed to by the Fd. Deptt. This may be approved.

14) The Fd. Deptt is not agreeable to waive recoveries from the clerk, Sri. Ramachandra Singh, in respect of the shortages

SECRETARY DEVELOPMENT DEPT. 8615 16 II 55 Government of Mysore

Stock taking (Finished articles)

Mysore Government Secretariat | File No. of 195 | of the Industrial School, Channapatna for 1951-52. [App. F. III 2

Serial No.

5057/I

In the scheme in the forwarding letter and suggests that the amendment may be approved as ordered in the G.O. This is for orders.

15) Re. delegation of powers asked for by the Addl. Director, the Dept. has not expressed any opinion. This can be submitted for orders after orders are passed on the two proposals referred to in paras 13 & 14 of the note.

Sr. Secy, 28/2/55.

SECRETARY DEVELOPMENT DEPARTMENT 928 28 FEB 1955 Government of Mysore

OFFICE OF THE MINISTER FOR HOME & INDUSTRIES NO 8698 4-MAR-1955 BANGALORE

SECRETARY DEVELOPMENT DEPARTMENT 986 14 MAR 1955 Government of Mysore

16) The suggestions at para 10 may kindly be accepted.

Min Home & Ind

4/3.

14/3/55

13/3

14/3/55.

For S.V.A.N Kindly.

18) Submitted with a draft G.O for approval

24/3/55

19) Dft. G.O. is for appl.

23/3

20) The G.O. may be complied.

21/3/55.

NOTE.—Contn. sheet

Stock Taking (finished articles) of the Govt. School - Chamarajapuram

File No. of 195 for 1951-52

Mysore Government Secretariat 5057

Serial No. I

21) Submitted with a revised draft G.O. for kind approval

Sd/- 7/4/55 (S) 7/4

22) Modified draft sent for appl.

23) Sd/- S.S.M. and put up acceptable — para 9 — with the recommendation

Sd/- 11/4/55.

24) Fair copies are placed below for being communicated to the A.G. through

7.D. 25) Sd/- 7.D. 26) 16/4.

16/4.

27) Sd/- 15/4/55

28) Sd/- 15/4

To Issued R.O. No. S. 286-87, D. 16.6.55

One Addl. Dft. of the

The A.G. by F.D.

Sanctions.

Stock taking (Finished articles) of the Govt. School - Channapatna

Mysore Government Secretariat | File No. 5052 | of 195 . for 1954-55. | [App. F. III 2

Serial No.

24) Kind reference is invited to para 9 of the Additional Dir's letter dt. 4/6 16th Jan. 1955 - (Flag 'J')

32) Ref proposal ~~(2)~~ (1) Sanction has been accorded to write off Rs. 635-13-3 in G.O. No. D 236-37/one 1838-54-2 dt. 14th April 1955 - (Flag K)

31) Ref proposal (2) if approved the Addl. Dir - if so ~~is approved~~ will be intimated that this proposal to waive further recoveries from the clerk is not commendable to Govt - Kind ref. is invited to paras 10 to 17 of the rules

32) Ref. proposal (3), the F.D. has not furnished any opinion.

33) For orders with reference to para 23.

The 21/5/55.

34) Pl. dft a reply negativing the second proposal. As after issue, the third item, viz empowering the ~~Addl~~ Dir of I&C to write off shortages may be pursued.

(35 24/5

35) Submd. with a draft.

The 27/5/55

36) Dft for appl.

(35 24/5

37) Issued 27/5

NOTE.--Contn. shee

Stock taking (Finished articles) of the Industrial School Chamarajpet

File No. of 195 1954-55

Mysore Government Secretariat

Serial No.

To issued K. no. 9. 80 Y. d. 31. 5. 1955

the Addl Dir. of Ir.

States that his proposal to waive further recoveries which are being effected from the pay of Sri. Ramchandra Singh, Clerk, who was in charge of the article towards assessment made is not acceptable to Govt.

3) Regarding the delegation of powers asked for by the Additional Director of Ir., the FD. has not expressed any opinion. Hence this may perhaps be referred to FD. for favour of remarks — reference Para 15 and 34.

21/6/55

(35 21/6. 3) For favour of remarks.

21/6/55

(For Sec. Fin.)

Fl. Secy.

The delegation is applicable only to Industrial Schools. It may be made clear whether the delegation is only in respect of Industrial Schools. The administrative Secty. may also kindly indicate safeguards to see that the misuse of is not ordered as a matter of Course.

D. S.

Audits 25/6

FINANCIAL-SECRETARY GOVT: OF MYSORE

22 JUN 1955

U. O. No. 3565

GENERAL & REVENUE

27 JUN 1955

WD 07074—GPP—80,000—5-10-54

Stock taking (finished articles)
Industrial School, Channapatna.
for 1951-52.

Mysore Government Secretariat | File No. of 195 | [App. F. III 2

Serial No.

5-057/I

4) The Additional Director's request is to delegate powers for dealing with shortages disclosed at all the other institutions under his control on a uniform scale.

4a) The Additional Dir. of Ind. is having not only Industrial Schools but also the C.I.I. Artistic Craft Depot, G.S.F. and G.E.F. etc. under his Control.

4b) His request means a General G.O. reference para 8 of Addl. Directors letter d. 4/6-1-1953 (Flag B pag

4c) If approved the Additional Director of Ind. will be requested to clarify the position.

7/7/55 7/7

4d) I think the power to write off losses noticed during stock-taking up to 2% of the stocks handled has already been delegated to the Director in charge of G.S.F. & G.E.F. and other Factories and also in respect of C.T.I. and that the delegation now asked for is in respect of Ind. Schools only. This may however be got clarified.

NOTE.—Contn. sheet

Stock taking of finished articles of the Industrial School-Chamarajanagar

Mysore Government Secretariat

File No. 5057/I for 1951-52 of 195

Serial No.

46) In regard to safeguards, the procedure will be the same as in the case of the Factories & the Arts & Crafts Depot. The Addl. Dir. may be asked to indicate what they are.

47) Submitted with a draft for kind approval.

FMN 12/7/55 48) Dft for appl. 12/7

49) Issue

To Issued L. no. 9. 1892. D. 22. 7. 1955

The Addl. Dir. of Ind.

Requests to Confirm that the delegation of powers now asked for is in respect of godown stocks only and also to indicate what safeguards would be provided to ensure that write-offs are not ordered as a matter of course

WD-07074—GPB—80,000—5-10-54

Sub:- Writing off of the value of certain shortages of stock in the Industrial School, Channapatna.

Letter No. 35/T.14 M.V.H. dated 16/17th June 1955 from the Addl. Dir. of Ind. requesting to direct the Dir. of Ind. to take such action to remove the defects of the store room so that shortages may not occur in future.

50) The Industrial Schools are under the control of the Additional Director of Ind. It is seen from the P.W.D. that a copy of the P.W.D. has been sent to Dir. of Ind.

51) The main file on this has been sent to Pl. Secy. on 21/6

The return of the same will be awaited.

52) In the meanwhile a copy of the P.W.D. will be sent to Addl. Dir. of Ind. for his reports in the matter if approved.

53) Submitted with a draft for approval. D/F for appl.

54) D/F for appl.

MM 24/6/55 (24/6)

55) Issued L.M. No. 1643, D. 30-6-55

To The Addl. Dir. of Ind.

Requests to furnish his remarks.

Shortages of Stock in the Industrial School, Chamnapatna

5057 - 1240.

56) Two reports are due from the Additional Director &c. etc.
1) with regard to the delegation of powers and safeguards
2) Regarding remedial measures to remove the defects which are responsible for shortages.

57) The receipt of the same will be awaited.

28/7/55 28/7

58)

59) Submitted with a draft reminder.

28/8/55.

60) Issued
(Ss 28/8

To Issued D. No. S. 2469 dt. 26. 8. 1955
the Addl. Dir. of Ste.
Requests to expedite reply in the matter.

61) Submitted with a draft reminder

24/9/55.

62) Issued
(Ss 24/)

Letter No. ~~D6-(B) 24/55~~ D6-(B) 24/55
dated 14th Sept. 1955 from the Addl. Dir.
of Ste. forwarding a report in the
matter.

1/10

Stock Taking (Finished articles)
of the Industrial School. Chamanpatna
for 1951-52. 1240 ⟌ 2720.

63) The T.D. raised a query at para 40 of the notes regarding the delegation of powers and safeguards.

64) The A.G. in his letter d. 16/17 June 1955 had suggested some remedial measures to remove the defects which are responsible for such shortages.

(a) 65) on both the points reports were called for.

66) The P.U.D. is only a reply to the T.D.'s query

67) Submitted for orders.

The 7/10/55. 68) But then, the Additional Director's letter is silent on the question of the alteration to be effected in the Construction of the Show Room which, in its present condition provides scope for avoidable pilferages or shortages. The A.G. has suggested for directing the Hd. of the Dept to examine this aspect also for avoiding recurrence of shortages occasioned by the visiting public in the Show Room

69) F. orders

(35 1/4

Stock taking (Finished articles) of the Industrial school - Chamanpatla

2720/I 5537/I for 1957-58 → √53/I

70) A further report may be called for from the Addl. Dir. w.r.t. our letter d. 30-6-55 regarding improvements to the Show Room.

71) The file may then be re-subd. for orders on the proposal relating to delegation of powers to write off shortages.

Submitted.

72) Submitted with a draft for approval.

Dft for appl.

20/10/55 BS 20/x

73) Issue

2/11

To Issued Letter No. G. 9326 dt. 3.xi.955

The Addl Dir. of Ic

Requested to furnish a Report in the matter.

Sub

Fwd 7/11/55 BS 8/11

letter No. D1-165/55-57 d. 26/30.4.56 from the Addl. Dir of Ic stating that the matter is still under correspondence etc.

Sub C 11/5/56 BS 11/5

74) For perusal and orders whether the promised report may be awaited.

C 8/5/56. BS 9/5.

75) 10/5

letter No D1-165/55-57 d. 20.7.56 from the Addl. Dir of Ic requesting sanction for the estimate for Rs 9,500/- for effecting necessary improvements to the Show-room of the Industrial School, Chamanpatla.

Stock Taking (Finished Articles) in the Industrial School – Channapatna

Mysore Government Secretariat | File No. of 195 . | [App. F. III 2

537/I, 1757/I

Serial No.	
	76) Reference to para 7 of 271. The following proposals are for orders:-
	1. Sanction for the estimate of Rs 9,500/- to effect improvements suggested by the Executive Engineer, Bangalore Dn to the Showroom of the Govt. Industrial School, Channapatna to facilitate better security of the articles kept in the Showroom, the expenditure being met from the Budget grant of the P.W.D. in consultation with P.W.D. and F.D. (Vide remarks of the F.D. in para 40 of the notes)
	2. Delegation of powers to the Addl. Dir of Ite to write off shortages noticed in Stock taking up to 2% in respect of all the Industrial Schools including the C.T.I. (Vide para 1 of letter dated 14-9-55 flagged 'J') – in consultation with F.D. (Vide para 40)
	e 2/8/56 G/8
	77. The Addl. Dir Ite wants powers to write off shortages noticed in stock taking up to 2% of the stocks handled uniformly as in the case of the Arts and Crafts depot with a view to avoid correspondence backing to showroom staff etc (Para 93 of CF). If the wants these enhanced powers in respect of all Industrial schools including C T I and enunciates the criteria he will adopt to exercise these powers. Please see letter flagged J.

NOTE.—Contn. sheet

Stock taking of the Govt. Sericulture Chamarajpet

File No. 1757/I of 195

Mysore Government Secretariat

Serial No.

78 The opinion of the Fin. dept may be taken in this matter with ref. to para 40 79. As regards improvements to the showroom at Chamarajpet, the proposals in the PWD is sanctioned an estimate of Rs 9500 may be given with the concurrence of the Fin Secy.

Dev Secy) HG 5/8

80) For favour opinion. with ref to his noting in Fin No.

Dev Secy) Sm 8/8

81) Borrowing Mr Managers may be delegated subject to the precautions being taken to ascertain the staff do not take advantage of this. The criteria mentioned by the Director for writing off appears to be adequate

Dev Secy) Sm 9/8

82) Fin 10/8/56

Dept. Secy) Sm 11/8

83) This may kindly be referred to the Secy, P.W.D. 13/8

Reference p. 79

84) Dev Secy) HG 16/8

14/8/56 Fin

WD 07074—GPE—80,000—5-10-54

SECRETARY DEVELOPMENT DEPARTMENT 2369 6 AUG 1956 Government of Mysore

FINANCIAL SECRETARY GOVT. OF MYSORE - 9 AUG 1956 U. O. No. 639 Fl.

SECRETARY DEVELOPMENT DEPARTMENT 2591 18 AUG 1956 Government of Mysore

b. Industries Trade School Chamarajpet —

Mysore Government Secretariat | File No. | of 195 . 17577 | [App. F. III 2

Serial No.

85) For f.o. Concurrence in the proposal and issue Case in Para 76(1) of the Rules.

Secy. (W.I.) Sd/- 21/8

Dep. Secy.) 22/8

86) For f.o. approval

(i) effecting improvements in this Govt. Ind. School at a cost of Rs 9500/- and f.b.o.) budget grants,

(ii) delegation of powers to this Addl. D.I.C. to write off shortages noticed in stock taking in respect of articles in Ind. Schools upto 2%, subject to this Condition: suggested by the F.D. (vide Para 81)

Sd/-

87) Min. Ind) 27/8

28/8

88) Sd/- 31/8

89) Draft G.O. put up for approval. Sd/-

4/9/55 6/9 90) Please put up Sd/- 31/8

Completed fair draft.

31/8

10/9

Note.—Contn. Sheet

SECRETARY DEVELOPMENT DEPARTMENT 2591 Government of Mysore

OFFICE OF THE MINISTER FOR INDUSTRIES 1887 23 AUG 1955

SECRETARY DEVELOPMENT DEPARTMENT 31 AUG 1955 Government of Mysore

Stock taking of Industrial Schools,

File No. of 195 chamarajpet 1757/I

Mysore Government Secretariat

Serial No. 297

9/ Subd with a fair draft for typ[illegible]

C 17/9/56 (35/27/I Dev. Secy.) 27/9

appd

Sme

for

28/9

1/28/9.

may kindly be marked to F.D.

Supdt. 25/9

Pl Comm 2061

26/10 26/10 issue 26/10

Secy

26/10

Issued NOI 4460-63 D25/a/56

to the Addl Secy & Dir

Ag. Hus Fds Secy. PW & Elect

B C 29/11/56 (35 C 11/12

SECRETARY DEVELOPMENT DEPARTMENT 27 Sep 1956 2369 Government of Mysore

Ind. 188-8-4-1

C. F. No. 45]

4279/I
8 JAN 1955
INDUSTRIES BRANCH

GOVERNMENT OF MYSORE

Telephone

OFFICE OF
the Director of Industries and
Commerce in Mysore, Bangalore.

No. 06.(B).24/51-52
Encls.

Date 4th January 1954 1955

To

The Secretary to the Government of Mysore,
Development Department, BANGALORE.

Sir,

SUBJ: Stock Taking (Finished articles) of the Industrial School - Channapatna for 1951-52.

I write to state that the annual stock verification of finished articles kept in the showroom attached to the Govt. Industrial School, Channapatna for 1951-52 was conducted during April 1952 by Sri. D.H. Hanumanthiah, then Superintendent, Industrial School, Chickballapur. The results of verification are as under:

	Excess	Shortage
	Rs. 137- 9- 6	Rs.715-14- 1
Deduct set off admissible according to rules	Rs. 97- 9- 0	Rs. 80- 0- 8
Net difference	Rs. 40- 0- 6	Rs.635-13- 5

2. The net shortage of Rs.635-13-5 was considered heavy and explanations were called for from the Superintendent, Industrial School, Channapatna and the clerk (Sri. .Ramachandra Singh) in charge of the showroom. They have explained that the reasons for the shortages are as under:

(1) The Showroom, consists of three rooms - one leading to other - all of which are kept open simultaneously and the showroom clerk who is entrusted with clerical work in addition to showroom work, cannot alone keep a vigilant watch over the visitors.

(2) The articles in the showroom being numerous, small and handy, it is possible for dishonest persons visiting the showroom to remove some of them unnoticed by the clerk.

(3) stocks handled and sales during the period are heavy.

3. Most of the items found short being only small and handy articles like Lacquerware, which were kept exposed for display and sales. The explanation offered in this case is not unacceptable. There are also some items of leather goods (mostly footwear) included in the shortage and out of 581 pairs of footwear handled, 47 pairs valued at Rs.277-9-8 are reported to be short. The percentage of shortage is about 12% which is heavy.

4. The stocks handled during the year are heavy and there was every possibility of loss of articles for the reasons explained by the Superintendent of the School in para (2). Arrangements have since been made to place many of the small and handy articles (including footwear) in glass show cases. An attender has also recently been sanctioned by Government to the showroom to keep a close watch over the visitors. In the circumstances (p.t.o.)

In the circumstances explained, I recommend that the net shortage of Rs.635-13-5 referred to in para (1) may be written off the accounts.

5. Sri. Ramachandra Singh, clerk, was also in charge of the showroom articles at Channapatna during the two preceding years 1949-50 and 1950-51 and he has already been made responsible for making good the following amounts, which represents net shortages after allowing set off as per rules and write off of losses up to 1% of sales

3374/52-53
3261/52-53

1949-50	Rs.208-5-0	G.O.No.I.69-70/Ind.162-52-2 dated 8-4-1953.
1950-51	Rs.134-3-6	G.O.No.I.3988-89/Ind.147-52-2 dated 6/11-3-1953.

6. The above amount is being recovered from the pay of Sri. Ramachandra Singh at the rate of Rs.5/- p.m. regularly. Inview of the further shortages disclosed during the stock taking of 1951-52, the official was releived of his duties of the showroom work soon after the stock taking and he has not been entrusted with such heavy responsibility ever since.

7. The official has been representing repeatedly that the assessment made on him for the shortages is unjust in view of the facts explained in para 2. The pay of the official is only Rs.44/- in grade Rs.40-2-50-3-80. After taking into account the representations of the official, I recommend that the assessment made on him in Government Order dated 6/11-3-1953 and 8-4-1953 may kindly be withdrawn and that further recoveries from his pay may be suspended.

8. In this connection, it has to be pointed out the powers delegated to me for write off of losses disclosed in annual stock taking, viz., Rs.250/- or 1% of sales whichever is less during the year was fixed in Government Order No...4277-78/I&C.84-30-2 dated 24-10-30 and these limits have to be revised consistent with the altered conditions for the past 24 years. Subsequent to 1930, Government have been pleased to empower me to write off shortages disclosed during stock taking at the Arts and Crafts Depot, Bangalore up to 2% of value of stock handled during the year vide G.O.No. 6042-3/I&C.85-50-6 dated 6-12-1950. It is desirable that powers to this extent are delegated to me by Government for dealing with shortages disclosed at all the other institutions under my control on a uniform scale. This may be kindly sanctioned. The net shortage at the Channapatna Industrial School Showrom during the years 1949-50 1950-51 and 1951-52 are very much less than the limit of 2% of stock handled.

60/7.

The following is a summary of the above proposals:

(i) To write off the net shortages of Rs.635-13-5 disclosed in the Stock Taking of Channapatna Industrial School Showroom for 1951-52.

(ii) To ~~suspend~~ NEWS further recoveries which are being effected from the pay of the clerk towards assessment made in G.O's dated 8-4-1953 and 6/11-3-1953.

(iii) To empower the Director to write off shortages noticed in stock taking up to 2% of the stocks handled uniformly as in the case of Arts and Crafts Depot with a view to avoid correspondence, hardship to the showroom staff, etc.

Orders of Government on the above proposals may kindly be obtained and communicated to me early.

Yours faithfully,

(M.S. SWAMINATHAN)
ADDITIONAL DIRECTOR

C. F. No. 46] **GOVERNMENT OF MYSORE** 3

No.DC(B)24/51-52
Encls:

5057/I
17 FEB 1955

OFFICE OF the Director of Industries and Commerce in Mysore, Bangalore.

Date 12th Febry. 1955

For

The Secretary to Government,
Development Department, BANGALORE.

SUBJ: Stock Taking (Finished articles) of the Industrial School, Channapatna for 1951-52.

REF: This Office letter of even number dated 4th Jany. 55

I write to request that early orders of Government on the proposals contained in my letter dated 4-1-1955 may kindly be obtained and communicated to me early.

Yours faithfully,

Swaminathan

(M.S.SWAMINATHAN)
ADDITIONAL DIRECTOR

MR)

And. 188-54-2

PROCEEDINGS OF THE GOVERNMENT OF MYSORE.

Read:

Letter No. D6 (B) 24/51-52, dated 4/6-1-1955, from the Additional Director of I&C. stating that the annual verifica of finished articles in the showroom attached to the Govt. Industrial School, Channapatna, for 1951-52 has revealed the following results:-

	Excess.	Shortage.
	Rs. 137 9 6	715 14 1
Deduct set off admissible according to rules.	Rs. 97 9 0	80 0 8
Net difference	40 0 6	635 13 5

that the net shortage of Rs. 635-13-5 was considered very heavy and explanations were called for from the Suptt., Indl. School, Channapatna and the Clerk in charge of the Showroom, that the explanations offered in this case is not unacceptable for the following reasons: stated therein

1. The showroom consists of three fooms one leading to other - all of which are kept open simultaneously and the showroom clerk who is entrusted with clerical work in addition to showroom work, cannot alone keep a vigilant watch over the visitors.

2. The articles in the showroom being numerous, small and handy, it is possible for dishonest persons visiting the showroom to remove some of them un-noticed by the clerk.

3. Stocks handled and sales during the period are heavy.

and recommending in the circumstances stated, sanction to:

(i) write off the net shortages of Rs. 635-13-5 disclosed in the Stock Taking of Channapatna Indl. School Showroom for 1951-52.

(ii) waive further recoveries which are being effected from the pay of the clerk towards assessment made in Government Orders No. I. 69-70/Ind. 162-52-2, dated 8-4-1953 and No. I. 3988-89/Ind. 147-52-2, dated 6/7/8-1953.; and

(iii) empower the Additional Director to write off shortages noticed in Stock Taking up to 2 per cent of the stocks handled uniformly as in the case of Mysore Arts and Crafts Depot, with a view to avoid correspondence, hardship to the Showroom staff, etc.

PROCEEDINGS OF THE GOVERNMENT OF MYSORE

READ:-

Letter No.DC (S) 24/51-52, dated 4/6-1-1955, from the Additional Director of Industries & Commerce, regarding the stock taking (finished articles) of the Industrial School, Channapatna, for 1951-52.

ORDER NO.I. 236-37/2nd 188-54-2

DATED, BANGALORE, THE 16th APRIL, 1955.

The Additional Director of Industries & Commerce states that the annual verification of finished articles in the Show-room attached to the Government Industrial School, Channapatna, for 1951-52 has revealed the marginally noted excess and shortage and that the net shortage of Rs.635-13-5 was considered very heavy and explanations were called for from the Superintendent, Industrial School, Channapatna, and the Clerk in charge of the Show-room. They have explained that the reasons for the shortages are as under:

	Excess.	Shortage.
	Rs. 137- 9- 6	715-14- 1
Deduct set off admissable according to rules.	Rs. 97- 9- 0	80- 9- 8
Net difference.	Rs. 40- 0- 6	635-13- 5

1. The showroom consists of three rooms one leading to other all of which are kept open simultaneously and the show-room clerk who is entrusted with clerical work in addition to showroom work, cannot alone keep a vigilant watch over the visitors.

2. The articles in the showroom being numerous, small and handy it is possible for dishonest persons visiting the showroom to remove some of them un-noticed by the clerk.

3. Stocks handled and sales during the period are heavy.

Agreeing with the explanations offered by the staff, the Additional Director of Industries and Commerce, recommends that the net shortages of Rs.635-13-5 disclosed in the Stock Taking of Channapatna Industrial School showroom for 1951-52, may be written off.

The recommendation of the Additional Director of Industries and Commerce, Bangalore, is sanctioned.

B. Lakshmana Rao

(B.Lakshmana Rao)
for Secretary to Government,
Development Department.

To

The Additional Director of Industries & Commerce in Mysore, B'lore.
The Accountant General, Mysore, Bangalore, through the Financial Department.

Appendix F.G.—1]

SUBJECT Stock Taking (Finished articles) of the Industrial School – Channapatna for 1951-52

Diary No. of letter replied to.....

Mysore Government Secretariat

( )

the 195

Date of issue.....

Signed by.....

List of enclosures.....

Copied by.....

Examined by.....

Section Jud.

File No. 188-54

Serial No. 3

No. F 807 D 31/5/53

To

The Additional Dir. of Ins. Bangalore.

Sir,

In continuation of G.O. No. D. 2236-37/Jud 188-54-2 dt. 14th April 1955 I am directed to state that your proposal to waive further recoveries which are being effected from the pay of Sri Ramachandra Singh, Clerk who was in charge of the articles, towards assessment made in G.O. No. D. 69-70/Jud 162-52-2 dt. 8/7/53

J 1

WD 04859—GPB—40,000—22-1-54

And G.O. No. 9-29 88-89/Gud
147-52-2 dt. 6/11/-3-53. is
not acceptable
not recommendable to Govt.

Yours faithfully

For Deputy Secy.

Min. (35 24/5

I am to add that
explanation with regard
to your proposal
to recover the Advt. Div.
Doc & write off shortages
noticed in stock-taking
upto 2% of the stocks
handled.

Appendix F.G.—1]

SUBJECT Stock Taking (Finished articles) of the Industrial School – Channapatna for 1951-52

Diary No. of letter replied to.....

Mysore Government Secretariat

( )

the *195*

Date of issue.....

Signed by.....

List of enclosures.....

Copied by.....

Examined by.....

Section Ind.

File No. 188-54

Serial No. 3

No. F807 D31/5/53

To

The Additional Dir
of Ind
Bangalore.

Sir,

In continuation of
G.O. No. 9-236-37/Ind
188-54-2 dt. 14th April 1955
I am directed to state
that your proposal to
waive further recoveries
which are being effected
from the pay of Sri Rama-
Chandra Singh, Clerk
who was in charge of the
articles, towards assessment
made in G.O. No. 9.
69-70/Ind 162-52-2 dt. 8/4/53

WD 04859—GPB—40,000—22-1-54

GOVERNMENT OF MYSORE

No. I 807

Mysore Government Secretariat,

Dated, Bangalore, 31st May 1955.

FROM

The *Secretary to the Government of Mysore,*
Development Department.

To

The Additional Director of Industries &
Commerce in Mysore,
Bangalore.

Sir,

Subject:- Stock taking (Finished articles) of the Industrial School, Channapatna, for 1951-52.

In continuation of G.O.No.I.236-37/Ind.188-54-2 dated the 14th April 1955, I am directed to state that your proposal to waive further recoveries which are being effected from the pay of Sri Ramachandra Singh, Clerk, who was in charge of the articles, towards assessment made in G.O.No.I.69-70/Ind.162-52-2 dated 8-4-1953 and G.O.No.I.3988-89/Ind.147-52-2 dated 6/11-3-1953, is not acceptable to Government.

I am to add that separate orders will issue in regard to your proposal to empower the Additional Director of Industries and Commerce to write off shortages noticed in stock-taking upto 2% of the stocks handled.

Yours faithfully,

o/c

(K.Sankaran Nayar)
for Secretary to Government,
Development Department.

Appendix F.G.—1]

SUBJECT Stock taking (Finished articles) of the Industrial Schools - Channapatna for 1951—52.

Diary No. of letter replied to

Section Genl.

File No. 188-54

Serial No. 4-

Mysore Government Secretariat

( )

the *195*

No. T 1892 D22/7/53

To

The Additional Dist. Sr

Bangalore.

Date of issue

Signed by

Sir,

I am directed to refer to this office letter No. 9.807 d. 31st May 1953 on the above subject and to request you kindly to confirm that the delegation of powers now asked for is in respect of Industrial Schools only. Later also to kindly indicate what safeguards be taken provided. would be taken to ensure that

List of enclosures

Copied by

Examined by

He while off are ordered as a marker of Course

Yours faithfully

[illegible]

For Director Secy

[illegible] 12/7

GOVERNMENT OF MYSORE

No. I 1892

Mysore Government Secretariat,

Dated, Bangalore, 22nd July *1955.*

FROM

The *Secretary to the Government of Mysore,*
Development Department, Bangalore.

To

The Additional Director of Industries and Commerce
in Mysore, Bangalore.

Sir,

Subject:- Stock taking (Finished articles) of the Industrial School, Channapatna for 1951-52.

I am directed to refer to this office letter No. I.807 dated 31st May 1955 on the above subject and to request you kindly to confirm that the delegation of powers now asked for is in respect of Industrial Schools only.

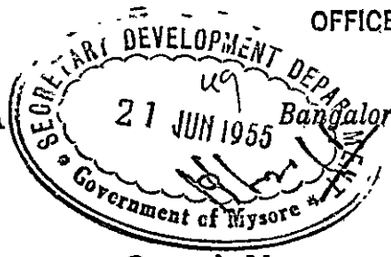
I am also to request you kindly to indicate what safeguard would be provided to ensure that write offs are not ordered as a matter of course.

Yours faithfully,

(K.Sankaran Nayar)
for Secretary to Government,
Development Department.

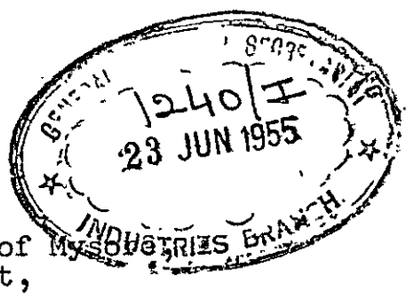
OFFICE OF THE ACCOUNTANT GENERAL,
MYSORE,

No. 35/T.14 M.V.A Bangalore, dated 16th June 1955.



From

The Accountant General, Mysore,
Bangalore.



To

The Secretary to the Government of Mysore,
Development Department,
Bangalore.

Sir,

Ref: G.O.No.I 236-37/Ind 188-54-2 dated 14-4-55 sanctioning the write off of the value of certain shortages of stock in the Industrial School, Chennapatna.

I would invite a reference to the Government Order mentioned above and to state as follows:-

One of the reasons for the shortages of stock in the Industrial School, Chennapatna, is stated to be "that the Show room consists of three rooms one leading to other all of which are kept open simultaneously and the Show room clerk who is entrusted with clerical work in addition to Show room work cannot alone keep a vigilant watch over the visitors." From this reason it would appear that there is scope for similar shortages in future also if the Show room is continued to be in the same position. The construction of the Show room is also responsible for such losses.

It would therefore appear to be necessary for Government to call for proposals from the Director of Industries & Commerce, suggesting remedial measures to remove the defects which are responsible for such shortages. The question may be kindly examined and the Director of Industries & Commerce, directed to take action in the matter.

Yours faithfully,

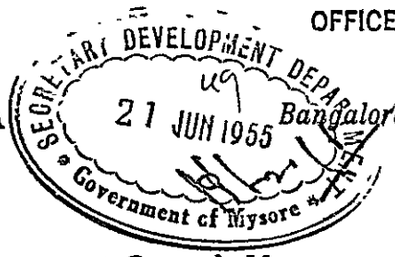
(N.Venkataramiah),
Asst, Accounts Officer.

RR)=

Copy of the above is forwarded to the Director of Industries & Commerce in Mysore, Bangalore, for information and needful action.

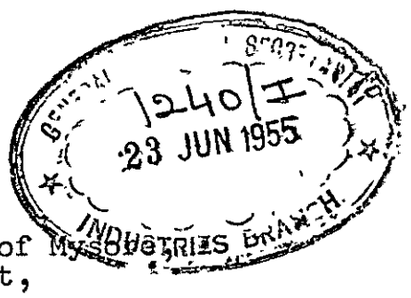
OFFICE OF THE ACCOUNTANT GENERAL,
MYSORE,

No. 35/T.14 M.V.A Bangalore, dated 16th June 1955.



From

The Accountant General, Mysore,
Bangalore.



To

The Secretary to the Government of Mysore,
Development Department,
Bangalore.

Sir,

Ref: G.O.No.I 236-37/Ind 188-54-2 dated 14-4-55 sanctioning the write off of the value of certain shortages of stock in the Industrial School, Chennapatna.

I would invite a reference to the Government Order mentioned above and to state as follows:-

One of the reasons for the shortages of stock in the Industrial School, Chennapatna, is stated to be "that the Show room consists of three rooms one leading to other all of which are kept open simultaneously and the Show room clerk who is entrusted with clerical work in addition to Show room work cannot alone keep a vigilant watch over the visitors." From this reason it would appear that there is scope for similar shortages in future also if the Show room is continued to be in the same position. The construction of the Show room is also responsible for such losses.

It would therefore appear to be necessary for Government to call for proposals from the Director of Industries & Commerce, suggesting remedial measures to remove the defects which are responsible for such shortages. The question may be kindly examined and the Director of Industries & Commerce, directed to take action in the matter.

Yours faithfully,

(N.Venkataramiah),
Asst, Accounts Officer.

RR)=

Copy of the above is forwarded to the Director of Industries & Commerce in Mysore, Bangalore, for information and needful action.

Appendix F.G.—1]

SUBJECT ~~Working of the Trade of Contract~~ Shortages of Stock in the Industrial School Chamundipuram

Diary No. of letter replied to.....

Mysore Government Secretariat

( )

the *195*

Date of issue.....

Signed by.....

List of enclosures.....

Copied by.....

Examined by.....

Section

File No.

Serial No.

No. I 1642/E11/D

To

~~The~~ Additional Dir. of Industries & Commerce, Bangalore.

Sir,

I am directed to forward a copy of letter No. 35 I.S. 44-45-A, dt. 16/12/44 from the A.G. for favour of a report.

Yours faithfully,

for Deputy Secy.

MW 23/24/6

GOVERNMENT OF MYSORE

Mysore Government Secretariat,

No. I 1642/E.I

Dated, Bangalore, 30th June *195* 5.

FROM

The *Secretary to the Government of Mysore,*
Development Department.

To

The Additional Director of Industries &
Commerce in Mysore, BANGALORE.

Sir,

Subject:- Shortages of stock in the Industrial School, Channapatna.

I am directed to forward a copy of letter No.35/T.14 M.V.A. dated 16/17th June 1955 received from the Accountant General, Mysore, Bangalore, on the above subject, for favour of a report.

Yours faithfully,

(K. Sankaran Nayar)
for Secretary to Government,
Development Department.

C. F. No. 45]

GOVERNMENT OF MYSORE

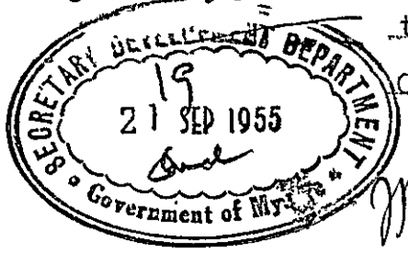
Tele gram / phone

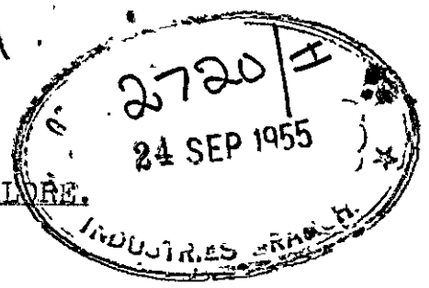
Rcd. 18-9-55

OFFICE OF the Director of Industries and Commerce in Mysore, Bangalore.

No.D6-B(24)/51-52
Encls.

Date 14th September 1955





To

The Secretary to Government,
Development Department, BANGALORE.

Sir,

SUBJECT: Delegation of enhanced powers for write off of shortages noticed in stock taking at the various departmental units and other Institutions under the control of this Department.

5057/9 With reference to your letter No. I. 1892 dated 28-7-1955 on the above subject, I write to state as follows:-

1. The enhanced powers proposed in my letter of even number dated 4-1-1955 will be exercised by me in respect of stock -- deficiencies noticed in the annual stock takings at all Industrial Schools including the Chamarajendra Technical Institute, Mysore.

2. As regards the safe-guards provided to ensure that the writes off on the basis of the proposed enhanced powers are not ordered as a matter of course, I write to state that the criteria adopted at present for consideration of any proposals for write off are:-

(a) whether periodical check of the stocks has been conducted by the Officer in charge and he has taken adequate safe-guards to prevent shortages.

(b) whether the shortages consist only of articles of trifling value or whether they include costly and bulky articles which do not ordinarily leave the showroom or stores under normal circumstances.

(c) whether the shortages are commensurate compared to the quantity and variety of stocks handled.

(d) whether the shortages are a normal feature of the showroom or whether they are peculiar during the incumbency of any particular individual in charge

p.t.o.

and (e) enforcing responsibility for losses only if they are found to be avoidable by exercise of normal prudence and due to negligence.

The proposals for delegation of enhanced powers may be kindly sanctioned.

Yours faithfully,

(T. SHAMANNA)
ADDITIONAL DIRECTOR

MR)

Appendix F.G.—1]

SUBJECT Stock taking (finished articles) of the Industrial School Charmanpatna for 1954-55

Diary No. of letter replied to

Mysore Government Secretariat

( )

the *195* .

Date of issue

Signed by

List of enclosures

Copied by

Examined by

Section

File No.

Serial No.

No. I 3324 / D3 / 11 / 55

To

The Addl. Dir. of Sts

Bangalore.

Sir

With reference to the correspondence ending with your letter No. D6-BS (24)/ST-52 dt. 14th Sept. 55 on the above subject, I am directed to refer you to this office letter no. 9.1642 dt. 30/6/55, and to request you kindly to send urgently a report regarding the improvements to be effected to the Show-Room of the Industrial School, Charmanpatna.

I am to add that the proposals relating to delegation of powers to purchase will be taken off the abstract under examination.

FOR DEW. Secy.

WD 04859—GPB—40,000—22-3-54

GOVERNMENT OF MYSORE

No. D3326

Mysore Government Secretariat,

Dated, Bangalore, 30th Novr. *1955.*

From

The *Secretary to the Government of Mysore,*
Development Department, Bangalore.

To

The Additional Director of Industries and Commerce
in Mysore, Bangalore.

Sir,

Subject:- Stock taking (finished articles) of Industrial School, Channapatna for 1951-52.

With reference to correspondence ending with your letter No. D6-B.(24)/51-52 dated 14th September 1955 on the above subject, I am directed to refer you to this office letter No. I.1642 dated 30-6-1955, and to request you kindly to send urgently a report regarding the improvements to be effected to the Show-Room of the Industrial School, Channapatna.

I am to add that your proposals relating to delagation of powers to you to write off shortages are under examination.

Yours faithfully,

(K.Sankaran Nayar)
for Secretary to Government,
Development Department.

93

GOVERNMENT OF MYSORE

DEPARTMENT OF INDUSTRIES AND COMMERCE

D.O.

MYSORE GOVT. INDUSTRIES DEPT. S37/I 1 MAY 1956

OFFICE OF THE DIRECTOR,

Ref. No. D1-165/55-56 *Bangalore-1, 26th April 1956.*

To
The Secretary to Government,
Development Department,
Bangalore.

Sir,

Sub:- Shortages of stock in the Industrial School, Channapatna.

With reference to the correspondence resting with your letter No.I.3326, dated 3-11-1955, on the above subject, I write to state that the matter is under correspondence with the Superintendent, Industrial School, Channapatna and the Public Works Department authorities. A final report will be sent to you as early as possible on receipt of their reports.

Yours faithfully,

(M.H. Parthasarathy)
Additional Director.

SECRETARY DEVELOPMENT DEPARTMENT 30 APR 1956 Government of Mysore

st)

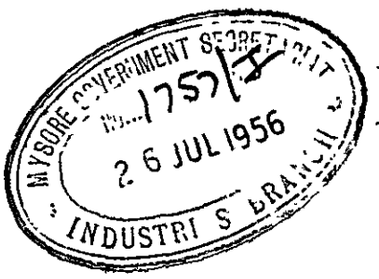
Ind. 188-5-4-6 (99)

C. F. No. 457

GOVERNMENT OF MYSORE

Tele gram / phone

No. D1-165/55-56
Encls.



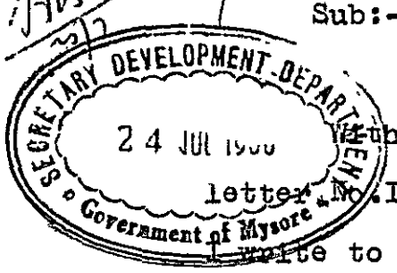
OFFICE OF
The Director of Industries and
Commerce in Mysore,
Bangalore,

Date 20th July 1956

To

The Secretary to Government,
~~Development Department,~~
Bangalore.

Sir,



Sub:- Stock-taking (finished articles)of the Industrial School, Channapatna, for 1951-52.

With reference to the correspondence ending with your letter No.I. 189/dated 11th April 1956, on the above subject, I write to state that the Executive Engineer, Bangalore Division, Bangalore, who was consulted in the matter has since sent an estimate amounting to Rs.9,500/- for effecting necessary improvements to the show-room of the Industrial School, Channapatna, by providing an R.C.C. roofing in place of the present tiled roofing and also for making certain minor alterations and other repair works.

Improvements suggested by the Executive Engineer, Bangalore Division, Bangalore, in his estimate would facilitate better security of the articles kept in the show-room for display and sale, request that sanction of Govt. may kindly be obtained for the estimate of Rs.9,500/-, the expenditure being met from the budget grants of the Public Works Department.

I request that early orders of Government may kindly be obtained and communicated to me.

Yours faithfully,

(M.H. Parthasarathy)
Additional Director.

st)

Ind. 188-54-7

PROCEEDINGS OF THE GOVERNMENT OF MYSORE.

DRAFT

Read:

Government Order No. I. 236-37/Ind. 188-54-2, dated 14-4-1955, sanctioning the write off of a sum of Rs. 635-13-5 disclosed in the Stock Taking of Channapatna Industrial School Showroom for 1951-52.

2. Correspondence ending with letter No. D1-165 55-56, dated 20-7-1956, from the Additional Director of Industries and Commerce, Bangalore, requesting (i) that the Additional Director of Industries and Commerce may be empowered to write off shortages noticed in Stock Taking up to 2 per cent of the stocks handled, uniformly in respect of all Industrial Schools including the Chamarajendra Technical Institute, Mysore as in the case of the Mysore Arts and Crafts Depot, Bangalore with a view to avoid correspondence, hardship to the Showroom staff, etc., subject to the safeguards provided to ensure that the writes off on the basis of the proposed enhanced powers are not ordered as a matter of course but after the adoption of the criteria as noted below:-

(a) whether periodical check of the stocks has been conducted by the Officer in charge and he has taken adequate safeguards to prevent shortages.

(b) whether the shortages consist only of articles of trifling value or whether they include costly and bulky articles which do not ordinarily leave the showroom or stores under normal circumstances.

(c) whether the shortages are commensurate compared to the quantity and variety of stocks handled.

(d) whether the shortages are a normal feature of the showroom or whether they are peculiar during the incumbency of any particular individual in charge.

(e) enforcing responsibility for losses only if they are found to be avoidable by exercise of normal prudence and due to negligence.

P.t.o.

and (ii) sanction for the estimate amounting to Rs. 9,500/- (Rupees nine thousand and five hundred only) sent by the Executive Engineer, Bangalore Division, Bangalore, for effecting necessary improvements to the Showroom of the Industrial School, Channapatna, by providing an R.C.C. roofing in place of the present tiled roofing and also for making certain minor alterations and other repair works to facilitate better security of the articles kept in the Showroom for display and sale, the expenditure being met from the budget grants of the Public Works Department.

ORDER No. I. 4460-63

DATED, BANGALORE, THE 25 SEPT. 16 1956.

Government are pleased to delegate to the Additional Director of Industries and Commerce powers to write off shortages noticed in Stock Taking in respect of all the Industrial Schools up to 2 per cent subject to the condition that due precautions are taken to see that the staff do not take advantage of this order and to the adoption of the criteria for writing off mentioned by the Additional Director of Industries and Commerce read in para 2 of the preamble.

2. Sanction is also accorded for effecting improvements to the Government Industrial School, Channapatna at an estimated cost of Rs. 9,500/- (Rupees nine thousand and five hundred only) as recommended by the Additional Director of Industries and Commerce, out of the Public Work Department Budget Grants.

To---The Addl. Dir. of I&C.
The A.G. through F.D.
The Secy. to Govt., P.W. and Electrical Deptts.

28/9

SECRETARY TO GOVT., DEV. DEPTT.

27/9.

1. 4460-63 / Med 188-54-7
25th

4460-63 | 2nd. 188-54-7
25-11

4460-63 / Rev-188-54-7
25-12

Zf Kalaburagi

c